

28712 Glebe Rd., Suite 1 Easton, MD 21601 410-822-1020



Sheriff Joseph J. Gamble

#### LATERAL DEPUTY SHERIFF

\$51,280 to \$59,020 (Varies with Experience)

Talbot County Deputy Sheriffs are fully sworn police officers and perform a broad range of law enforcement functions. Duties include the enforcement of Maryland's Criminal, Civil, and Traffic Laws, Service of Civil/Criminal Process, Judicial Security, Prisoner Transports, Fugitive/Warrant Investigation and Out of State Extraditions, Domestic Violence Enforcement, and Landlord/Tenant Evictions. Deputy Sheriffs are classified as **essential employees** and subject to inclement weather and alternate shifts.

It is the policy of the Talbot County Sheriff's Office not to discriminate against anyone and to afford equal employment opportunity to all applicants. To be considered for employment the applicant must be a United States Citizen, have a high school diploma or equivalent, be currently certified as a police officer through the Maryland Police Training Commission with at least one (1) year experience in law enforcement.

The hiring process for <u>Lateral Deputy Sheriff</u> is designed to help select those applicants who are most qualified. The candidate must successfully complete the following steps in order to be considered.

Oral Interview
Background Investigation
Polygraph Examination
Medical & Psychological Examinations

#### **Selection Committee**

Upon the completion of the above listed steps, the candidate's employment package will be submitted to the Administrative Lieutenant. The Administrative Lieutenant will ensure a comprehensive review is conducted on all elements of the process. The Administrative Lieutenant will then recommend to the Sheriff the candidate(s) most qualified for the position of Deputy Sheriff. The Sheriff will then make the final review and selection.

Anyone interested in a career as a Deputy Sheriff with the Talbot County Sheriff's Office should contact us at (410) 822-1020 for an employment application.



28712 Glebe Rd., Suite 1 Easton, MD 21601

> Joseph J. Gamble Sheriff



Fax 410-770-8110

**TO:** All Talbot County Sheriff's Office Applicants

**SUBJECT: Truthfulness** 

One of the most critically important issues that define the effectiveness of any organization is the perception that it is a credible organization. Central to that image is the integrity and truthfulness of its police officers and all its employees; from the newest person hired through the long term tenured managers.

The need for honest, impartial and accurate representation of facts is the cornerstone of any police organization where success or failure rests with the degree of public trust and support that it receives. Public support can quickly erode or fade where there is a lack of credibility in any person, program, or outreach of an organization.

The very basis of an individual's integrity, as perceived by the public, friends and fellow workers is at stake whenever the truth is not told. The loss of integrity by an individual or group of individuals can quickly spread throughout the law enforcement organization.

As Sheriff of Talbot County, it is my responsibility to maintain the effectiveness of the Office of Sheriff of Talbot County as a viable law enforcement agency. This document serves notice that I will not tolerate lying of any kind by any member of this Office, including applicants. You are to be advised that all information disclosed or developed during the application process may be verified by means of a polygraph examination.

Any statements or omissions, either written or verbal that are given by any applicant with the intent to deceive will result in the rejection from further consideration for employment with the Talbot County Sheriff's Office. There is no substitute for the truth.

Joseph J. Gamble Sheriff of Talbot County

JJG:mumg



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#### **EMPLOYMENT APPLICATION PACKET**

Enclosed is the Talbot County Sheriff's Office personal history questionnaire which must be completed. This questionnaire/application must be returned to the Sheriff's Office. It will also be necessary to attach a **copy** of the following:

- 1. Birth Certificate
- 2. High School Diploma or Equivalence Certificate
- 3. College Transcripts
- 4. Driver's License
- 5. Naturalization Papers, if applicable
- 6. Military Discharge (DD214), if applicable
- 7. Social Security Card

#### CAUTION:

Do not misstate, falsify or omit material facts. The facts and statements will be verified to determine your qualifications for employment. Any misrepresentations, falsifications or omissions of material will be justification for rejection.

The background investigation will not be completed and employment will not be considered until all materials have been accepted.

The application packet must be returned within (14) fourteen days of receipt. If there are any problems in any of the areas contact the Sheriff's Office.

# SHER/FF

# TALBOT COUNTY SHERIFF'S OFFICE

28712 Glebe Rd., Suite 1 Easton, MD 21601



Office 410-822-1020

Joseph J. Gamble Sheriff Fax 410-770-8110

# **AUTHORIZATION TO RELEASE INFORMATION**

I,	Last	First	Middle	Race	Sex	DOB
	Address	City	State	Zip Code	Socia	Security #
mys reco con	self by/to any d ords are public fidential nature	ze a review and full of luly authorized agent or private, and inclue. The intention of this rmining my suitabilit	of the Talbot Coding those which sauthorization is	unty Sheriff's Of may be deemed to provide infort	ffice, wheth d to be of a mation whi	er the said privileged or ch will be
edu and and emp com tax com and cam	cational institu psychiatric tre the U.S. Depa ployment recor aplaints or gries statements and aplaint, arrest, for traffic recor nera video, in-collections of att	authorization is to petions; financial or creatment and/or constartment of Veteran's ds, including backgrowances filed by or ago drecords, and other trial and/or conviction ds; records of comports reamera video, who conney at law, or of other laws, or other laws, or of other laws, or of other laws, or other laws,	edit institutions (se ultations, including Affairs; public util ound reports, poly ainst me, and sal financial statemens for alleged or a laints of a civil na heresoever locate ther counsel, whe	ee separate cong hospitals, clinicity companies, expressor results, expressor records; reactual violations ture made by ord, and to include ther representir	sent for cre cs, private employment efficiency rated al and person wherever of law, included against mode the record	edit); medical practitioners, t and pre- atings, onal property filed; records uding criminale, body
con fact	duct a backgro	s an acknowledgmer bund investigation kn y that investigation, o sition.	owing that I will n	ot be informed	of any infor	mation or
		s release form will be ot contain an origina			n though th	e said
	Арр	olicant	_		Witness	
	D	ate			Date	



410-822-1020

# **TALBOT COUNTY SHERIFF'S OFFICE** 28712 Glebe Rd., Suite 1

Easton, MD 21601



Joseph J. Gamble Sheriff

Fax 410-770-8110

# **Notary Public Certification**

I hereby certify that on this	s day of	, 20, before
me, a notary public for said state in due form of law that he/she ha		
information in the capacity there In witness, I here unto set my ha	in stated and for the pu	
information in the capacity there	in stated and for the pu nd and official seal.	

**Affix Official Seal** 



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Witness Signature

# NOTIFICATION OF VERIFICATION OF CREDIT HISTORY GENERAL CONSENT

I,		have been advised that a report of my credit his	story
This owithd included	check v rawals	ormed by the Talbot County Sheriff's Office as a condition of employmental include all financial and credit institutions, including records of deperand balances of checking and savings accounts, and loans. It will als records of commercial and retail credit agencies (including credit repo	ent. osits o
		d that, by law, if I am turned down for the position for which I have app gative credit report, the Sheriff's Office must provide me with:	lied
	a) b)	a copy of <b>only</b> the credit report, and; written instructions as to how to challenge the accuracy of that repo	rt.
This	must b	be done prior to a final decision not to hire.	
		Applicant's Signature Date	

Witnessed By (Print Name)



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Joseph J. Gamble Sheriff Fax 410-770-8110

# **EMERGENCY MEDICAL ALERT CARD**

Name:		_ DOB:
Address:		Phone:
City/State/Zip:		_ Cell Phone:
Allergies/Medications:		
		Relationship:
Phone:	Work:	Cell Phone:
2 <sup>nd</sup> Contact Person:		Relationship:
Phone:	Work:	Cell Phone:





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Office 410-822-1020

#### Joseph J. Gamble Sheriff

Fax 410-770-8110

# **EMPLOYMENT APPLICATION**

	Position /	Applied For: _				_	
B)	Failure to o	ation must be co disclose all inforn ation.	mpleted in <u>II</u> nation truthfu	<u>nk</u> , Printed o	r Typed. in the autom	natic disqualification	
C)	Any questi	ons requiring add	allional space	e, place on a	n attached s	neet.	••••
PAR <sup>.</sup>	T I – <u>PERSO</u>	NAL INFORMAT	ION:				
1.	Name:						
		Last	F	irst	Mic	ldle	
2.	Address: _	Number & Stre	et	City	State	Zip Code	
3.	How long a	at present addres	ss?	_ Home Ph	one Numbe	r:	
	Pager Nun	nber:		_ Cell Pho	ne Number:		
	Whom do y	ou live with at th	nis address?				
4.	List any pro	evious address(e	es) you have	had in the pa	ast ten years		
5.	Date of Bir	th	Height	Wei	ght	Hair Color	
	Social Sec	urity No		Eye Color _		Blood Type	
6.	Have you	ever changed yo	ur name?	If Y	es, complete	e below.	
	Date of Ch	ange	Reaso	n (marriage,	divorce, etc.		
	Name chai	nged from		1	to		

# PART II – MOTOR VEHICLE INFORMATION:

1.	Driver's Licer	nse number:					State: _	
	License Type	<b>)</b> :	_ Date of Expi	ration: <sub>-</sub>		Re	estriction	s:
2.	Has your lice	nse to drive ever	been refused,	suspen	ded, ca	ncelled	or revol	ked?
	If Yes, give d	etails:						
3.	Do you own a	a motor vehicle? _	Mak	e:		Mc	odel:	
			Tag i	<b>#</b> :		St	ate:	
PAR <sup>-</sup>	T III – <u>FAMILY</u>	RELATIONSHIPS	<u>3:</u>					
1.	Father:						DOB:	
		First	Middle	Las	st			
	Address:	Number & Street		City		State		Zip Code
	Occupation/E	Employer:						
2.	Mother:					<del></del>	DOB:	
		First	Middle	La	st			
	Address:	Number & Street		City		State		Zip Code
	Occupation/E	Employer:						
3.	Brother/Siste	r:					DOB:	
		First	Middle		Last		_	
	Address:	Number & Street		City		State		Zip Code
	Occupation/E	Employer:						
	Prothor/Sicto	r:					DOB:	
	Diotriei/Siste	First	Middle		Last		_DOB	
	Address:	Number & Street		City		State		Zip Code
	Occupation/F	Emplover:		• ,				, - 2

4.	Spouse:				Maiden Nam	e:
		First	Middle	Last	-	
	Address:	Number 8	Street	City	State	Zip Code
	Spouse's O	ccupation: _		Employer:		DOB:
5.						
6.	If you live w	rith someone	e other than thos	se family meml	pers listed abo	ve, identify below:
7.	How many	times were y	ou previously m	narried?	How was the	e marriage(s) dissolved?
<b>PAR</b> 1.	T IV – <u>MILITA</u> Have you e		nember of the a	rmed forces? _		
	Branch of S	Service:		Present S	Status:	
	Serial Num	ber:		Reserve	Unit:	
	Date of Ent	ry:	_ Date of Disch	arge:	Type of Disch	harge:
	Highest Ra	nk:				
	Were you e If Yes, give	ver subjecte details:	d to military disc	cipline?		
2.	Have you re	egistered for	the draft?			
PAR	T V – <u>EDUCA</u>	TION:				
1.	High Schoo	<u>l</u> :				
	Nam	e		Full Addre	SS	
				Graduation	n Date:	

	Were you ever suspended or expelled? If Yes, give details:
	If you did not graduate, do you hold a High School Equivalency? If Yes, complete below:  Certificate No Date: State:
2.	College:
	Name & Locations of Dates Attended Credit Hours Degree Year <u>College or University From - To Semester - Quarter Rec'd Rec'd</u>
	List your college major:
3.	Other schools or training (trade, vocational, business or military). For each, give the name, location, dates attended, subject studied and any other data.
<b>PAR</b> <sup>-</sup> 1.	T VI – <u>CRIMINAL RECORD:</u> Have you ever been arrested for a criminal violation?
2.	Have you ever been held, detained or questioned by any law enforcement agency regarding any criminal matters? If Yes, give details:
3.	Have you ever been or are you currently under the supervision of a parole or probation agent? If Yes, give details:
PAR <sup>-</sup>	T VII – <u>UNDETECTED CRIMES</u>
1.	Have you ever committed an act that you were not caught doing, but if caught, you would have been arrested? If Yes, give details:
2.	Have you ever filed an insurance claim that was not accurate (overestimating losses)?  If Yes, give details:
3.	Has a law enforcement agency ever been called because of something that you were involved in? If Yes, give details:

	How many in your lifetime? Have you ever written a check using another person's name? If Yes, give details:
	Have you ever used a fraudulent document to obtain money? If Yes, give details
	Were you ever in a fight in which a weapon was used? If Yes, give details:
	Have you ever injured or caused the death of another person? If Yes, give details:
	Have you ever physically abused a spouse, girlfriend, boyfriend or child? If Yes, give details:
	Have you ever intentionally damaged property belonging to another person? If Yes, give details:
-	Have you ever filed a false police report? If Yes, give details:
_	Have you ever participated in a riot or disturbance? If Yes, give details:
١	Since you have been an adult (18 years old), have you ever had any sexual involvement with someone under 18 years old? If Yes, how old were they? How old were you? How long ago? Give details:
	Have you ever sexually assaulted anyone? If Yes, give details:
	Have you ever engaged in prostitution or used the services of a prostitute? If Yes, give details:
į	Have you ever been questioned by a law enforcement agency as a suspect in an investigation? (Do not include situations in which you were a victim or witness to a crime)  If Yes, give details:

Other than what has already been covered, have you been involved in anything that you could have been arrested for? If Yes, give details:
Have you ever belonged to, or associated with anyone belonging to any organization, past or present, that would place the integrity of the Talbot County Sheriff's Office in question? (e.g., KKK, Nazi Organization, Gang Member, Organized Crime)
Do you now or have you ever had regular associations with persons whom you knew or should have known, were under criminal investigation or who had a reputation in the community or with law enforcement agencies for involvement in criminal behavior? If Yes, give details:
VIII – QUESTIONS FOR CURRENT OR FORMER LAW ENFORCEMENT OFFICERS:
Have you ever accepted a bribe? If Yes, give details:
Have you ever been accused of using excessive force? If Yes, give details:
Have you ever witnessed an excessive force situation? If Yes, give details:
Have you ever been the subject of an Internal Investigation? If Yes, list in chronological order, short synopsis and outcome to include discipline received:
Do you have any active or pending Internal Investigations or discipline? If Yes, give details:
Have you ever been disciplined as a Law Enforcement Officer? If Yes, please include oral & written reprimands, suspensions and anything that was purged from your file:
Have you ever lied under oath? If Yes, give details:
As a Law Enforcement Officer, have you ever engaged in any sexual act while on duty?  If Yes, give details:
Have you ever been involved in any shooting incident? If Yes, give details:

10.	•	n the subject of a Grar	•		. •
11.	please list each on	en involved in any on-d e and who was at fault	: <u></u>		
12.	Have you ever rem	noved, destroyed or alte	ered police rec	cords or files?	If Yes, give
13.	•	l any sexual involveme	•		
14.		Law Enforcement Offic			
15.	Have you ever fals	ified any type of officia	-		ve details:
16.	Have you ever take	en anything from a plac dollar amount and list	ce that had alre	eady been bur	glarized?
17.	Have you ever take	en any item from an inv	estigative sce	ne?	If Yes, give details:
PAF	RT IX – <u>EMPLOYMEN</u>	T HISTORY:			
1.	List all employers,	from <u>your current or m</u>	ost recent, the	n backwards i	n chronological order:
Α. (	Current/Recent Employ	yer:	Address	s:	
	Phone:	Employed from	to	Position: _	
	Name of Supervisor: _		Reason for Le	eaving:	
B.	Employer:		_ Address:		
	Phone:	Employed from _	to	Position:	
	Name of Supervisor:	1	Reason for Lea	aving:	
C.	Employer:		Address:		
	Phone:	Employed from _	to	Position:	
	Name of Supervisor: (ANY ADDITIONAL E	EMPLOYMENT SHOULD	Reason for Lea	aving: <b>DN A SEPARA</b> T	TE SHEET OF PAPER)

2.	If now employed, may we seek information from your present employ	/er?
3.	Have you ever been discharged from employment? If Yes,	•
PAR <sup>*</sup>	T X – <u>FINANCIAL INFORMATION:</u>	
1.	List any outstanding debts:	Amount
	Debtor	Amount
	Debtor	Amount
	Debtor	Amount
2.	Are you buying your home? RentingMonthly Payn	nent
3.	Are you presently or have you ever been in arrears in paying debts? details:	
4.	Are there now or have there been any liens, judgments or attachmenIf Yes, give details:	
4a.	Have you ever been the defendant in a civil suit or is there now pend against you? If Yes, give details:	
5.	Have either you or your spouse ever been denied credit for any reasIf Yes, give details:	
6.	Have you or your spouse ever filed for bankruptcy? If Yes, and what were the circumstances:	
PAR	T XI – <u>DRUG USAGE:</u>	
1.	Have you ever possessed, sold or used drugs? (This includes experi	
2.	How many times in your life have you used marijuana? (Please incluand how many times; weekly, monthly)	de approximate dates

Have you used any of the following? If Yes, include the total number of times a he last date used):				
ASpeed BBarbiturates (Downers) CAmphetamines (Uppers) DRush EQuaaludes FLSD GHash HIce or Met Amphetamine IMushrooms JAnother Person's Prescription	K Mescaline L Steroids M PCP (Angel Dust) N Crack O Cocaine P Heroin Q Ecstasy R Amilnitrates S Designer Drugs on T Peyote			
Any other illegal substance not listed:	If Yes, what was it:			
Have you ever used inhalants or any other legal substance to get high? (e.g. Paint Thini Aerosol, Glue, etc.) If Yes, what was it:				
Have you ever been involved in the purchase	of any illogal drugs? (Any amount from a			
to a kilo) If Yes, include type of drug, time):	the amount, the circumstances and the			
to a kilo) If Yes, include type of drug,	the amount, the circumstances and the gal drugs, either directly or indirectly:			
to a kilo) If Yes, include type of drug, time):  Have you ever been involved in the sale of ille	the amount, the circumstances and the gal drugs, either directly or indirectly:			
to a kilo) If Yes, include type of drug, time):  Have you ever been involved in the sale of ille If Yes, give details:	the amount, the circumstances and the gal drugs, either directly or indirectly:  Yes, give details:  e using illegal drugs? If Yes, give			
time): If Yes, include type of drug, time): Have you ever been involved in the sale of ille If Yes, give details: If Have you ever set up a drug deal? If Have you ever been in the company of people details and the last time: What is the total amount of money you have s	the amount, the circumstances and the gal drugs, either directly or indirectly:  Yes, give details: If Yes, give pent on illegal drugs in your life?			
time): If Yes, include type of drug, time): Have you ever been involved in the sale of ille If Yes, give details: If Have you ever set up a drug deal? If Have you ever been in the company of people details and the last time: What is the total amount of money you have set you ever stolen money or drugs from an details:	the amount, the circumstances and the  gal drugs, either directly or indirectly:  Yes, give details: If Yes, give  pent on illegal drugs in your life?  other drug dealer? If Yes, give			

15.				s? (Include any amoun		
16.	Explain in detail, any other information related to illegal drug use or involvement which has not been covered; to include transportation, manufacturing, etc.:					
<b>PAR</b> <sup>-</sup> 1.		AL HISTORY:				
2.	Have you ev	vilian life? If	Yes, give details:	injury sustained either	<u> </u>	
PAR	T XIII – <u>REFE</u>	RENCES:				
1.	List three (3	) business references	: (Do not include past	employers)		
	<u>NAME</u>	FULL ADDRESS	<u>OCCUPATION</u>	YEARS KNOWN	<u>PHONE</u>	
2.	List five (5) relatives).	character references	who you have known f	or at least 5 years: (Do	not list	
	NAME	FULL ADDRESS	OCCUPATION	YEARS KNOWN	PHONE	
PAR <sup>-</sup>	T XIV – <u>Misc</u> e	ELLANEOUS INFORI	MATION:			
1.	Have you ev		ion with any other polic	ce, fire or protective ag	ency?	
	Department _		When	Result		
	Department		When	Result		

۷.	List any organizations which you have or now belong to:					
3.	Do you drink alcoholic beverages? If Yes, to what degree:  Seldom Moderate Regularly Socially					
4.	What experience do you have with Firearms?					
5.	From what source did you learn about the position for which you are applying?					
6.	Do you have a pending application for any other employment? If Yes, give details:					
7.	Briefly state any qualifications that you have which would be an asset towards your employment with this office:					
8.	List all active and inactive Social Media sites to include emails, screen names, profile names, and usernames:					
	TXV – APPLICATION SUMMARY: hat reason did you apply to the Talbot County Sheriff's Office?					
head a	area provided to the right, attach a and shoulders picture of yourself, no longer than two (2) years ago.					
	I understand that each of the statements given in this application will be investigated and any urate, untruthful or misleading statement will be sufficient cause for immediate rejection of the cation without appeal.					
Date .	Signature					

Any changes of pertinent data contained in the application may be made in writing or calling the: Talbot County Sheriff's Office, 28712 Glebe Rd., Suite 1, Easton, MD 21601 (410) 822-1020